



Michigan
Transportation Asset
Management Council

Administrative, Communication and Education Committee Meeting Agenda

Wednesday, December 5, 2018 @ 10:30 AM
Aeronautics Building – 2nd Floor Commission Room
2700 Port Lansing Rd.,
Lansing, MI

- 1. Welcome - Call to Order – Introductions**
- 2. Changes or Additions to the Agenda (*Action Item as needed*)**
- 3. Public Comments on Non-Agenda Items**
- 4. Consent Agenda (*Action Item*)**
 - 4.1.** Approval of the November 7, 2018 Meeting Minutes (*Attachment 1*)
 - 4.2.** TAMC Financial Report (*Attachment 2*)
- 5. Review & Discussion Items:**
 - 5.1.** TAMC Data Sharing Policy Update – *Start (Attachment 3)*
 - 5.2.** TAMC Policy for the Collection of Roadway Surface Conditions – *Start (Attachment 4)*
 - 5.3.** 2019 TAMC Spring Conference - APWA Collaboration – *Strong/Mekjian*
 - 5.4.** Updating the TAMC Asset Management Plan Template – *MTU*
 - 5.5.** Process for Submittal and Review of Asset Management Plans – *Belknap/Colling (Attachment 5)*
 - 5.6.** TAMC Informational Webinar on PA325 & Schedule of Asset Management Plans – *Belknap/Colling*
 - 5.7.** 2019 Schedule of Trainings – *Jennett/MTU*
 - 5.8.** 2020-2022 TAMC Work Program – Beginning Discussion of Priorities – *Start*
 - 5.9.** FY2020 TAMC Budget Planning – *Belknap/Start (Attachment 6)*
- 6. Public Comments**
- 7. Member Comments**
- 8. Adjournment:** *Next meeting January 9, 2019 at 10:30 AM – Aeronautics 2nd Floor Commission Room, 2700 Port Lansing Rd., Lansing, MI*

Meeting Telephone Conference Line: 1-877-873-8018 Access Code: 3327994#

**TRANSPORTATION ASSET MANAGEMENT COUNCIL
ADMINISTRATIVE, COMMUNICATION, and EDUCATION COMMITTEE**

November 7, 2018 at 10:30 a.m.
MDOT Aeronautics Building, 2nd Floor Commission Room
2700 Port Lansing Road
Lansing, Michigan
MINUTES

****Frequently Used Acronyms Attached**

Members Present:

Derek Bradshaw, MAR
Jonathan Start, MTPA/KATS – Chair

Gary Mekjian, MML

Support Staff Present:

Roger Belknap, MDOT
Cheryl Granger, DTMB/CSS
Polly Kent, MDOT
Gloria Strong, MDOT

Tim Colling, MTU
Dave Jennett, MDOT
Andy Manty, MTU, via Telephone

Members Absent:

Don Disselkoen, MAC – Vice-Chair
Rob Surber, DTMB/CSS

Public Present:

Christian Zimmer, MDOT

1. Welcome – Call-to-Order – Introductions:

The meeting was called to order at 10:37 a.m. Everyone was introduced and welcomed to the meeting.

2. Changes or Additions to the Agenda:

None

3. Public Comments on Non-Agenda Items:

None

4. Consent Agenda – J. Start (Action Items):

4.1. - Approval of the September 5, 2018 Meeting Minutes (Attachment 1)

G. Mekjian made a motion to approve the September 5, 2018 meeting minutes; D. Bradshaw seconded the motion. The motion was approved by all members present.

4.2. – TAMC Financial Report (Attachment 2) – R. Belknap

R. Belknap provided an updated financial report (November 2, 2018) for the Council's review. The MTU budget shown under line item #5 includes the culvert pilot Project expenses. The full allocation from the culvert project has been used.

4.2.1. – Michigan Technological University FY 2018 TAMC Activities Contract Modification Request

MTU had a line item for the culvert pilot project for \$150,000. Under line item 5 of the November 2, 2018 TAMC Budget Expenditure Report, under TAMC Activities the \$265,000 in that budget includes the \$150,000 MTU culvert project expenditures. As part of the year end work, as the final invoices are coming in, MTU provided a listing of the culvert pilot expenses and they exceeded the \$150,000 by \$22,100. They have requested an increase to cover the overage and they are requesting

a recommendation be made by the TAMC ACE Committee to the TAMC full Council to approve the additional \$22,100 from the TAMC Administrative Contingency Funds.

Motion: D. Bradshaw made a motion to support approval of the additional \$22,100 be given from the TAMC Administrative Contingency Funds to MTU for the expense overage that they had for their work on the Culvert Pilot Project. MTU's contract will need to be modified in order for them to receive the additional funds; G. Mekjian seconded the motion. The motion was approved by all members present.

4.2.2. – Northeast Michigan Council of Governments Contract

The Northeast Michigan Council of Governments (NEMCOG) has expended their entire FY 2018 Asset Management Program allocation of \$46,000 as of August 2018. They estimated that another \$6,200 would be needed to cover September 2018 expenses. The request is to increase by \$6,200 because they over ran the data collection budget for various reasons. Funding for this allocation increase would come from unspent FY 2018 TAMC budget line items. It is requested that TAMC ACE Committee recommends approval of the increase to cover the overage. The committee suggests that in the future, when TAMC has any unspent funds remaining, TAMC open it up to all agencies in August that any agencies in need of additional funds provide their reasoning and the funds be provided on a first come/first served basis. The TAMC ACE Committee will look at this in further detail in the future and make some decisions on how to approve/disapprove additional funding for agencies.

Motion: D. Bradshaw made a motion to support approval of the additional funds to be given to NEMCOG from the FY 2018 TAMC remaining funds. This will be an increase to their FY 2018 budget by \$6,200; G. Mekjian seconded the motion. NEMCOG's contract will need to be modified in order for them to receive the additional funds if approved by full Council. The motion was approved by all members present.

Action Item: R. Belknap will forward the requests for additional funding on to the full Council this afternoon and if approved, make the necessary modifications to MTUs and NEMCOG's contracts to assure they receive the approved additional funding.

5. Review and Discussion Items:

5.1. – 2018 TAMC Fall Conference Recap – R. Belknap

The TAMC 2018 Fall Conference that was held at the Ramada Inn of Marquette on October 23, 2018 went very well and was well received by attendees.

5.2. – 2019 TAMC Spring Conference in Collaboration with APWA Date and Planning – G. Strong

The American Public Works Association (APWA) Conference will be held on May 22 and 23, 2018, at the TreeTop Resort in Gaylord, Michigan. They will hold their annual golf outing on May 21, 2018. Discussions were had on the date that TAMC should hold the 2019 TAMC Spring Conference during the same week or merge our conference with APWA, sharing presenters, meals, etc. G. Strong is still trying to work out all of the logistics with APWA. G. Mekjian will be setting up a telephone conference in the near future for further discussions.

Action Item: G. Strong and G. Mekjian will give an update at the December ACE Committee meeting.

5.3. – LTAP “The Bridge” Newsletter Article Status – R. Belknap/T. Colling

The next article will be done by MTU on the Culvert Pilot Project. They will use the Executive Summary from the report and add a few interviews to create the article. The next article will be done by full Council and may be on the integration of TAMC with the Michigan Infrastructure Council (MIC) that was recently passed in legislation. By then TAMC and MIC will have more insight on what is expected of TAMC/MIC.

Action Item: The full Council will do the next article for “The Bridge” Newsletter. MTU will inform the Council of the due date for the next article. The subject of the article will be the recent legislation regarding the MIC, new TAMC requirements, and asset management plans.

5.4. – Investment Reporting Tool FY 2019 Training Schedule – C. Granger

CSS and MTU have created a schedule to hold combined IRT/PASER trainings. A copy of that schedule has been provided. Council members were encouraged to sign up to participate at the trainings. There are six other trainings that are currently being scheduled and MTU will provide those dates and locations at the next full Council meeting in December.

Action Item: MTU will provide additional training dates at the December full Council meeting.

5.5. – Annual Report Timeline and Draft “Year in Review” Chapter – C. Zimmer/D. Jennett (Attachment 4)

C. Zimmer created a draft “Year in Review” chapter for the 2019 TAMC Annual Report which he gave a brief overview of. D. Jennett gave the committee the timeline for the annual report

5.6. - TAMC Data Sharing Policy – C. Zimmer (Attachment 5)

C. Zimmer provided a draft of the TAMC Data Sharing Policy. The Freedom of Information Act information in the draft policy has been reviewed by the MDOT FOIA staff. The policy will cover public requests as well as region/agency requests. It is suggested to change the title of the policy to the TAMC Public Data Sharing Policy.

D. Bradshaw made a motion to make changes to the policy as discussed and approve the drafted TAMC Public Data Sharing Policy to go on to the full Council for review and approval; G. Mekjian seconded the motion. The motion was approved by all members present.

Action Item: R. Belknap will add this to the full Council agenda for the December meeting.

5.7. – TAMC Policy for Collection of Roadway Surface Condition Data – R. Belknap/J. Start (Attachment 6)

TAMC ACE Committee will need to clarify the fiscal year and which budget funds will come out of on page 2 under the “NFA Rating Teams” section. TAMC support staff will make the corrections and provide a copy to the ACE Committee at the December meeting to possibly go on to the full Council for their approval.

Action Item: R Belknap will have the policy updated and provide a copy to the committee at their December meeting.

5.8. – Updating the TAMC Asset Management Plan Template – T. Colling/A. Manty

Public Act 325, which was recently passed, shows the actual elements of an Asset Management Plan that is now required. According to the Act, TAMC must have an asset management plan template in place by October 1, 2019. MTU has created a template. A. Manty developed a pilot template last year and now that PA 325 has passed, they have updated the template as outlined in the Act. The full Council will need to approve the MTU template once it is finalized. MTU has scheduled four whole day workshops in December to be held in Marquette, Gaylord, Saginaw, and Grand Rapids. People are signing up now. They still have plenty of seats available for the trainings. They will develop boiler plate sections that they will leave general. G. Strong will be reviewing the asset management plans to check for completeness once they are submitted to TAMC.

MTU is reviewing acceptance criteria for the asset management plan template and plans to discuss with Data Committee how to address culverts and traffic signals. Some of the questions that MTU needs answers to and that were briefly discussed in detail today are: Is it ok if agencies do not have local roads data? They may only collect federal roads. What is consistent with the National Highway System (NHS) goals? TAMC also needs to look at NHS bridges. By 2025, agencies must show progress. TAMC must determine what “progress” means. Should agencies set high progress goals or low goals in order to show progress and meet their goals? What does TAMC want them to use as Anticipated revenues?

5.9. – Schedule of Asset Management Plan Submittals from Top 123 Agencies – J. Start/R. Belknap

TAMC must select who will go first, second, and third from the top 123 agencies, those with 100 or more centerline miles of roads. Agencies are concerned about volunteering to be in Group 1 and what will be required of. TAMC is not allowed to give them a cash incentive. The last approved asset management plan is not due until October 1, 2024. Some agencies already have an asset management plan or process in place. TAMC has approximately 44 agencies that already state they have some sort of plan or process already that can be modified to meet the requirements of Public Act 325. A memo has been sent out to agencies requesting volunteers to submit asset management plans. So far only the Kalamazoo County Road has volunteered. MDOT will have their plan done in June of 2019, as required by FHWA. Whomever TAMC selects to be in Groups 1, 2, or 3, will need to be notified as soon as possible.

WAMC also has an asset management plan requirement but they do not have a plan on how to get that requirement completed as of yet. They may need to coordinate with TAMC. The same agencies may be chosen to do a TAMC and a WAMC asset management plan. Others will not have to do two plans because some agencies do not manage water assets.

5.10. – FY 2020 TAMC Budget Planning – R. Belknap/J. Start

TAMC needs to start looking at what kind of information they need to be providing to agencies about expenses and the budget they are given. They need to look at ways to help make the asset management plans affordable and as easy as possible to complete. The TAMC ACE Committee will be reviewing ways for agencies to juggle funds in order to cover the necessary expenses as mandated by law. More to come on this in the future.

Action Item: Re. Belknap to add this subject to future ACE meeting agendas.

6. Public Comments:

None

7. Member Comments:

None

8. Adjournment:

The meeting adjourned at 12:11 p.m. The next meeting will be held December 5, 2018 at 10:30 a.m., 2700 Port Lansing Road, Lansing, Michigan.

TAMC FREQUENTLY USED ACRONYMS:

AASHTO	AMERICAN ASSOCIATION OF STATE HIGHWAY AND TRANSPORTATION OFFICIALS
ACE	ADMINISTRATION, COMMUNICATION, AND EDUCATION (TAMC COMMITTEE)
ACT-51	PUBLIC ACT 51 OF 1951-DEFINITION: A CLASSIFICATION SYTEM DESIGNED TO DISTRIBUTE MICHIGAN'S ACT 51 FUNDS. A ROADWAY MUST BE CLASSIFIED ON THE ACT 51 LIST TO RECEIVE STATE MONEY.
ADARS	ACT 51 DISTRIBUTION AND REPORTING SYSTEM
APWA	American Public Works Association
BTP	BUREAU OF TRANSPORTATION PLANNING (MDOT)
CPM	CAPITAL PREVENTATIVE MAINTENANCE
CRA	COUNTY ROAD ASSOCIATION (OF MICHIGAN)
CSD	CONTRACT SERVICES DIVISION (MDOT)
CSS	CENTER FOR SHARED SOLUTIONS
DI	DISTRESS INDEX
ESC	EXTENDED SERVICE LIFE
FAST	FIXING AMERICA'S SURFACE TRANSPORTATION ACT
FHWA	FEDERAL HIGHWAY ADMINISTRATION


FOD	FINANCIAL OPERATIONS DIVISION (MDOT)
FY	FISCAL YEAR
GLS REGION V	GENESEE-LAPEER-SHIAWASSEE REGION V PLANNING AND DEVELOPMENT COMMISSION
GVMC	GRAND VALLEY METRO COUNCIL
HPMS	HIGHWAY PERFORMANCE MONITORING SYSTEM
IBR	INVENTORY BASED RATING
IRI	INTERNATIONAL ROUGHNESS INDEX
IRT	INVESTMENT REPORTING TOOL
KATS	KALAMAZOO AREA TRANSPORTATION STUDY
KCRC	KENT COUNTY ROAD COMMISSION
LDC	LAPTOP DATA COLLECTORS
LTAP	LOCAL TECHNICAL ASSISTANCE PROGRAM
MAC	MICHIGAN ASSOCIATION OF COUNTIES
MAP-21	MOVING AHEAD FOR PROGRESS IN THE 21 ST CENTURY (ACT)
MAR	MICHIGAN ASSOCIATION OF REGIONS
MDOT	MICHIGAN DEPARTMENT OF TRANSPORTATION
MDTMB	MICHIGAN DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
MIC	MICHIGAN INFRASTRUCTURE COUNCIL
MITA	MICHIGAN INFRASTRUCTURE AND TRANSPORTATION ASSOCIATION
MML	MICHIGAN MUNICIPAL LEAGUE
MPO	METROPOLITAN PLANNING ORGANIZATION
MTA	MICHIGAN TOWNSHIPS ASSOCIATION
MTF	MICHIGAN TRANSPORTATION FUNDS
MTPA	MICHIGAN TRANSPORTATION PLANNING ASSOCIATION
MTU	MICHIGAN TECHNOLOGICAL UNIVERSITY
NBI	NATIONAL BRIDGE INVENTORY
NBIS	NATIONAL BRIDGE INSPECTION STANDARDS
NFA	NON-FEDERAL AID
NFC	NATIONAL FUNCTIONAL CLASSIFICATION
NHS	NATIONAL HIGHWAY SYSTEM
PASER	PAVEMENT SURFACE EVALUATION AND RATING
PNFA	PAVED NON-FEDERAL AID
PWA	PUBLIC WORKS ASSOCIATION
QA/QC	QUALITY ASSURANCE/QUALITY CONTROL
RCKC	ROAD COMMISSION OF KALAMAZOO COUNTY
ROW	RIGHT-OF-WAY
RPA	REGIONAL PLANNING AGENCY
RPO	REGIONAL PLANNING ORGANIZATION
RUCUS	Roadsoft Users Conference United States
SEMCOG	SOUTHEAST MICHIGAN COUNCIL OF GOVERNMENTS
STC	STATE TRANSPORTATION COMMISSION
STP	STATE TRANSPORTATION PROGRAM
TAMC	TRANSPORTATION ASSET MANAGEMENT COUNCIL
TAMCSD	TRANSPORTATION ASSET MANAGEMENT COUNCIL SUPPORT DIVISION
TAMP	TRANSPORTATION ASSET MANAGEMENT PLAN
TPM	TRANSPORTATION PERFORMANCE MEASURES
UWP	UNIFIED WORK PROGRAM

S:/GLORIASTRONG/TAMC FREQUENTLY USED ACRONYMS.07.11.2018.GMS

TAMC Budget Expenditure Report



Michigan
Transportation Asset
Management Council

 Michigan Transportation Asset Management Council		FY17 Budget	FY17 Actual	FY18 Budget	FY18 Year to Date		FY19 Budget	FY19 Year to Date	
(most recent invoice date)		\$	Balance	\$	Spent	Balance	\$	Spent	Balance
I. Data Collection & Regional-Metro Planning Asset Management Program									
Battle Creek Area Transporation Study	4 qtr 18	\$ 20,000.00	\$ 4,555.97	\$ 20,500.00	\$ 20,213.36	\$ 286.64	\$ 20,500.00	\$ -	\$ 20,500.00
Bay County Area Transportation Study	4 qtr 18	\$ 20,000.00	\$ 9,205.58	\$ 21,100.00	\$ 8,028.84	\$ 13,071.16	\$ 21,100.00	\$ -	\$ 21,100.00
Central Upper Peninsula Planning and Development	3 qtr 18	\$ 40,471.00	\$ -	\$ 47,000.00	\$ 24,395.80	\$ 22,604.20	\$ 47,000.00	\$ -	\$ 47,000.00
East Michigan Council of Governments	OCT	\$ 95,995.00	\$ 15,902.25	\$ 111,000.00	\$ 81,559.65	\$ 29,440.35	\$ 111,000.00	\$ 5,159.62	\$ 105,840.38
Eastern Upper Peninsula Regional Planning & Devel.	4 qtr 18	\$ 20,000.00	\$ -	\$ 23,100.00	\$ 23,100.00	\$ -	\$ 23,100.00	\$ -	\$ 23,100.00
Genesee Lapeer Shiawassee Region V Planning Com.	JULY	\$ 39,423.00	\$ 2,250.94	\$ 46,000.00	\$ 29,609.18	\$ 16,390.82	\$ 46,000.00	\$ -	\$ 46,000.00
Grand Valley Metropolitan Council	4 qtr 18	\$ 20,000.00	\$ 1,025.36	\$ 25,000.00	\$ 12,060.69	\$ 12,939.31	\$ 25,000.00	\$ -	\$ 25,000.00
Kalamazoo Area Transportation Study	AUGUST	\$ 20,000.00	\$ 871.89	\$ 22,000.00	\$ 15,451.33	\$ 6,548.67	\$ 22,000.00	\$ -	\$ 22,000.00
Macatawa Area Coordinating Council	4 qtr 18	\$ 20,000.00	\$ 12,594.34	\$ 20,200.00	\$ 9,575.57	\$ 10,624.43	\$ 20,200.00	\$ -	\$ 20,200.00
Midland Area Transportation Study	3 qtr 18	\$ 20,000.00	\$ 2,339.46	\$ 21,000.00	\$ 3,981.92	\$ 17,018.08	\$ 21,000.00	\$ -	\$ 21,000.00
Northeast Michigan Council of Governments	AUGUST	\$ 43,426.45	\$ -	\$ 52,200.00	\$ 46,000.00	\$ 6,200.00	\$ 46,000.00	\$ -	\$ 46,000.00
Networks Northwest	SEPT	\$ 61,316.00	\$ -	\$ 72,000.00	\$ 71,915.46	\$ 84.54	\$ 72,000.00	\$ -	\$ 72,000.00
Region 2 Planning Commission	3 qtr 18	\$ 37,940.00	\$ 13,196.44	\$ 42,000.00	\$ 18,368.33	\$ 23,631.67	\$ 42,000.00	\$ -	\$ 42,000.00
Saginaw County Metropolitan Plannning Commission	3 qtr 18	\$ 20,000.00	\$ 8,414.71	\$ 22,200.00	\$ 17,495.94	\$ 4,704.06	\$ 22,200.00	\$ -	\$ 22,200.00
Southcentral Michigan Planning Commission	JULY	\$ 53,162.00	\$ 16,246.33	\$ 57,300.00	\$ 26,240.09	\$ 31,059.91	\$ 57,300.00	\$ -	\$ 57,300.00
Southeast Michigan Council of Governments	OCT	\$ 135,680.00	\$ 0.40	\$ 174,000.00	\$ 174,000.00	\$ -	\$ 174,000.00	\$ 9,816.07	\$ 164,183.93
Southwest Michigan Planning Commission	4 qtr 18	\$ 37,030.00	\$ -	\$ 41,000.00	\$ 41,000.00	\$ -	\$ 41,000.00	\$ -	\$ 41,000.00
Tri-County Regional Planning Commission	4 qtr 18	\$ 33,786.00	\$ -	\$ 40,000.00	\$ 21,680.54	\$ 18,319.46	\$ 40,000.00	\$ -	\$ 40,000.00
West Michigan Regional Planning Commission	SEPT	\$ 82,467.00	\$ -	\$ 91,000.00	\$ 55,428.20	\$ 35,571.80	\$ 91,000.00	\$ -	\$ 91,000.00
West Michigan Shoreline Regional Development Com.	SEPT	\$ 46,781.56	\$ 636.55	\$ 54,000.00	\$ 51,333.45	\$ 2,666.55	\$ 54,000.00	\$ -	\$ 54,000.00
Western Upper Peninsula Regional Planning & Devel.	4 qtr 18	\$ 34,867.00	\$ 19.47	\$ 40,000.00	\$ 40,000.00	\$ -	\$ 40,000.00	\$ -	\$ 40,000.00
MDOT Region Participation & PASER Quality Control	10/14/18	\$ 62,750.00	\$ (22,587.50)	\$ 80,000.00	\$ 52,914.97	\$ 27,085.03	\$ 91,440.00	\$ -	\$ 91,440.00
Fed. Aid Data Collection & RPO/MPO Program Total		\$ 965,095.01	\$ 64,672.19	\$ 1,116,400.00	\$ 844,353.32	\$ 272,046.68	\$ 1,116,400.00	\$ 14,975.69	\$ 1,101,424.31
PASER PNFA Data Collection Total		\$ 40,760.39	\$ -	(FY18 PNFA Moved Into Data Collection Program Above)			(FY19 PNFA Moved Into Data Collection Program Above)		
III. TAMC Central Data Agency (MCSS)									
Project Mgmt	9/14/18	\$ 37,800.00	\$ (2,264.00)	\$ 42,000.00	\$ 46,585.00	\$ (4,585.00)	\$ 42,000.00	\$ -	\$ 42,000.00
Data Support /Hardware/Software	9/14/18	\$ 60,200.00	\$ 1,367.00	\$ 68,800.00	\$ 67,800.00	\$ 1,000.00	\$ 68,000.00	\$ -	\$ 68,000.00
Application Development / Maintenance / Testing	9/14/18	\$ 83,280.00	\$ 5,042.00	\$ 114,475.00	\$ 115,250.00	\$ (775.00)	\$ 114,000.00	\$ -	\$ 114,000.00
Help Desk / Misc Support	9/14/18	\$ 66,600.00	\$ 948.00	\$ 70,200.00	\$ 68,200.00	\$ 2,000.00	\$ 70,000.00	\$ -	\$ 70,000.00
Training	9/14/18	\$ 27,600.00	\$ (1,533.00)	\$ 34,950.00	\$ 24,850.00	\$ 10,100.00	\$ 34,960.00	\$ -	\$ 34,960.00
Data Access / Reporting	9/14/18	\$ 47,155.00	\$ 1,459.00	\$ 49,575.00	\$ 52,175.00	\$ (2,600.00)	\$ 49,600.00	\$ -	\$ 49,600.00
FY17 Off Budget: IRT Re-write - \$241,000		\$ 241,040.00	\$ (18,983.00)						
TAMC Central Data Agency (MCSS) Total		\$ 322,635.00	\$ 5,019.00	\$ 380,000.00	\$ 374,860.00	\$ 5,140.00	\$ 378,560.00	\$ -	\$ 378,560.00
IV. TAMC Training & Education (MTU) Calendar Year Z1		\$ 210,000.00	\$ 1,341.10	\$ 235,000.00	\$ 140,622.07	\$ 94,377.93	\$ 220,000.00	\$ -	\$ 220,000.00
V. TAMC Activities (MTU) Z15/R1		\$ 70,000.00	\$ 9,746.50	\$ 115,000.00	\$ 114,089.32	\$ 910.68	\$ 120,000.00	\$ -	\$ 120,000.00
VI. TAMC Expenses									
Fall Conference Expenses	12/8/17	\$ 6,000.00		\$ 10,000.00	\$ 7,269.00		\$ 10,000.00	\$ -	
Fall Conf. Attendance Fees + sponsorship Fees	12/8/17	\$ -		\$ -	\$ 4,405.00		\$ -	\$ -	
Net Fall Conference	12/8/17	\$ 8,625.00	\$ 312.60	\$ 14,405.00	\$ 7,269.00	\$ 7,136.00	\$ 10,000.00	\$ -	\$ 10,000.00
Spring Conference Expenses	11/5/18	\$ 8,000.00	\$ -	\$ 3,800.00	\$ 7,439.36		\$ 10,000.00	\$ -	
Spring Conf. Attendance Fees + sponsorship Fees	8/17/18	\$ -	\$ -	\$ -	\$ 8,350.00		\$ -	\$ -	
Net Spring Conference	11/5/18	\$ 14,140.00	\$ 7,418.20	\$ 12,150.00	\$ 7,439.36	\$ 4,710.64	\$ 10,000.00	\$ -	\$ 10,000.00
Other Council Expenses	9/28/18	\$ 3,915.29	\$ (4,567.95)	\$ 10,000.00	\$ 7,301.72	\$ 2,698.28	\$ 10,000.00	\$ -	\$ 10,000.00
TAMC Expenses Total		\$ 26,680.29	\$ 3,162.85	\$ 36,555.00	\$ 22,010.08	\$ 14,544.92	\$ 30,000.00	\$ -	\$ 30,000.00
VII. Culvert Pilot Project									
Central Data Agency (MCSS)	10/16/18	\$ -	\$ -	\$ 15,000.00	\$ 9,312.00	\$ 5,688.00	\$ -	\$ -	\$ -
MTU Project Management	11/7/18			\$ 172,100.00	\$ 150,000.00	\$ 22,100.00	\$ -	\$ -	\$ -
TAMC Administration & Contingency	11/7/18	\$ -	\$ -	\$ 84,438.00	\$ -	\$ 84,438.00	\$ -	\$ -	\$ -
Central Upper Peninsula Planning and Development	3 qtr 18	\$ -	\$ -	\$ 88,641.00	\$ 25,726.56	\$ 62,914.44	\$ -	\$ -	\$ -
East Michigan Council of Governments	SEPT	\$ -	\$ -	\$ 328,607.00	\$ 259,229.13	\$ 69,377.87	\$ -	\$ -	\$ -
Eastern Upper Peninsula Regional Planning & Devel.	4 qtr 18	\$ -	\$ -	\$ 5,688.00	\$ 5,034.70	\$ 653.30	\$ -	\$ -	\$ -
Genesee Lapeer Shiawassee Region V Planning Com.	JULY	\$ -	\$ -	\$ 124,909.00		\$ 124,909.00	\$ -	\$ -	\$ -
Grand Valley Metropolitan Council	4 qtr 18	\$ -	\$ -	\$ 77,782.00	\$ 69,733.25	\$ 8,048.75	\$ -	\$ -	\$ -
Kalamazoo Area Transportation Study	AUGUST	\$ -	\$ -	\$ 50,402.00	\$ 14,970.42	\$ 35,431.58	\$ -	\$ -	\$ -
Northeast Michigan Council of Governments	AUGUST	\$ -	\$ -	\$ 33,506.00	\$ 21,781.96	\$ 11,724.04	\$ -	\$ -	\$ -
Networks Northwest	SEPT	\$ -	\$ -	\$ 184,513.00	\$ 163,641.05	\$ 20,871.95	\$ -	\$ -	\$ -
Region 2 Planning Commission	3 qtr 18	\$ -	\$ -	\$ 54,900.00	\$ 2,328.00	\$ 52,572.00	\$ -	\$ -	\$ -
Southcentral Michigan Planning Commission	JULY	\$ -	\$ -	\$ 93,456.00	\$ 894.62	\$ 92,561.38	\$ -	\$ -	\$ -
Southeast Michigan Council of Governments	SEPT	\$ -	\$ -	\$ 87,644.00	\$ 45,757.96	\$ 41,886.04	\$ -	\$ -	\$ -
Southwest Michigan Planning Commission	4 qtr 18	\$ -	\$ -	\$ 101,849.00	\$ 67,138.17	\$ 34,710.83	\$ -	\$ -	\$ -
Tri-County Regional Planning Commission	4 qtr 18	\$ -	\$ -	\$ 47,587.00	\$ 6,962.44	\$ 40,624.56	\$ -	\$ -	\$ -
West Michigan Regional Planning Commission	SEPT	\$ -	\$ -	\$ 241,511.00	\$ 181,441.39	\$ 60,069.61	\$ -	\$ -	\$ -
West Michigan Shoreline Regional Development Com.	SEPT	\$ -	\$ -	\$ 144,238.00	\$ 89,092.30	\$ 55,145.70	\$ -	\$ -	\$ -
Western Upper Peninsula Regional Planning & Devel.	4 qtr 18	\$ -	\$ -	\$ 63,229.00	\$ 46,960.41	\$ 16,268.59	\$ -	\$ -	\$ -
Culvert Pilot Project Total		\$ -	\$ -	\$ 2,000,000.00	\$ 1,160,004.36	\$ 839,995.64	\$ -	\$ -	\$ -
Total Program		\$ 1,635,170.69	\$ 83,941.64	\$ 3,882,955.00	\$ 2,655,939.15	\$ 1,227,015.85	\$ 1,864,960.00	\$ 14,975.69	\$ 1,849,984.31
Appropriation		\$ 1,626,400.00		\$ 3,876,400.00		31.60%	\$ 1,876,400.00		99.20%



Michigan
Transportation Asset
Management Council

Policy for Data Sharing

The Transportation Asset Management Council adopted this policy on _____.

Introduction:

The Transportation Asset Management Council (TAMC) was established to expand the practice of asset management statewide to enhance the productivity of investing in Michigan's roads and bridges. One of TAMC's efforts is to provide through its website dashboards consistent data related to physical inventory and condition of roads and bridges, and infrastructure investment. Some of this data is generated by TAMC data collection efforts, some comes from other sources. This document describes the policy and procedures for sharing data upon request.

Data Sharing and Dashboards:

TAMC's data – and other related data – is already made publicly available through its dashboards.

Upon receiving a request for data from a member of the public, TAMC will provide information about how to access the dashboards to gather data. TAMC will provide the link to the data and the requester can obtain it and format it as needed. TAMC is not obligated to expend significant staff time or resources to provide data to requesters in a format beyond that available on the website dashboards.

Freedom of Information Act Requests

An individual may request data from TAMC through the Freedom of Information Act (FOIA). Any TAMC member or TAMC support staff who receives such a request will forward that request immediately to the TAMC coordinator. The TAMC coordinator will then work with MDOT's FOIA Coordinator to ensure the FOIA request is handled in a timely fashion consistent with the procedures of MDOT's FOIA policy. More information can be found online about FOIA's [procedures and guidelines](#). A pamphlet about FOIA can be found [here](#).

If you have any questions relating to this policy, please contact:

TAMC Asset Management Coordinator
Michigan Department of Transportation
P.O. Box 30050, 425 W. Ottawa Street
Lansing, MI 48909
(517) 335.4580
www.michigan.gov/tamc



Michigan
Transportation Asset
Management Council

Policy for Collection of Roadway Surface Condition Data

The Transportation Asset Management Council adopted this policy on _____.

Introduction:

The Transportation Asset Management Council (TAMC) was established to expand the practice of asset management statewide to enhance the productivity of investing in Michigan's roads and bridges. Part of the TAMC's mission is to collect physical inventory and condition data on all roads and bridges in Michigan. This document describes the policy and procedures for collecting the physical inventory and surface condition data of paved and unpaved roads and streets owned by Public Act 51 agencies on the Federal Aid eligible and Non-Federal Aid eligible within Michigan. The TAMC has a TAMC Asset Management Coordinator who is responsible for the support and operation of the TAMC activities.

According to Act 51 (P.A. 499 2002, P.A. 199 2007); each Local Road Agency and the Michigan Department of Transportation (MDOT) shall annually report to the TAMC the mileage and condition of the road and bridge system under their jurisdiction. Additionally, procedures and requirements developed and presented by the TAMC shall, at a minimum, include the areas of training, data storage and collection, reporting, development of a multiyear program, budgeting and funding, and other issues related to asset management.

The TAMC has given the responsibility of managing the TAMC work program to the Regional Planning Organizations (RPO)/Metropolitan Planning Organizations (MPO). The RPO/MPOs have TAMC work activities included in their annual work programs and have funds allocated from the TAMC for those activities. The RPO/MPO will have to allocate those funds among eligible work activities in order to best complete the priorities of the TAMC. Therefore the RPO/MPO may need to limit its authorizations for reimbursements in order to manage its work programs.

This policy applies to the collection of roadway surface condition data on:

- Federal-aid (FA) eligible network of public roads and streets using the Pavement Surface Evaluation and Rating system (PASER),
- Non-Federal-aid (NFA) eligible network of public roads and streets using the PASER system, and
- Unpaved roads and streets on either the FA or the NFA networks using the Inventory Based Rating™ (IBR) system.

Rating Teams

NOTE: Refer to the *PASER Training/Certification* Requirements section of this policy for training and certification requirements.

Data collection logs MUST contain rating team members' or observers' names and agencies, mileage, rating dates, and rating times. Although the TAMC supports interest by others in the data collection process, observers will not be reimbursed by the TAMC for their time.

FA Rating Teams

Rating teams must be comprised of a minimum of three raters: one (1) member from MDOT, one (1) member from the RPO/MPO and one (1) member/representative from the Act 51 road agency being rated (County, City/Village). All of these members must meet the training and/or certification requirements.

Additional participants may be included however, they must meet the training/certification requirements in order to be reimbursed with TAMC funds through the RPO/MPO for their effort. Although the TAMC supports interest by others in the data collection process, observers will not be reimbursed by the TAMC for their time.

NFA Rating Teams

- a. If TAMC reimbursement for NFA data collection has not been approved, but the agency would like condition data included in TAMC's state wide database:**

The Act 51 road agency may establish their own collection schedule and collect data on their NFA network.

The rating team shall consist of a minimum of one rater: one (1) member/representative of the Act 51 road agency who meets the training and/or certification requirements.

The TAMC encourages all rating team participants to follow their agency's safety procedures and practices.

- b. If TAMC reimbursement is being requested:**

Road agencies must receive authorization prior to gathering any data from the RPO/MPO for reimbursement for NFA data collection.

Road agencies must submit a written request for reimbursement; the request should include the miles of NFA rated and the total estimated cost (actual costs claimed must not exceed the estimated costs) for the data gathering, trained/certified team members' time, and vehicle use. This request must also clarify which fiscal year the data collection and reimbursement will take place. Requests for NFA data collection reimbursement authorization are required to be received by the RPO/MPO by October 1.

The RPO/MPO decision on what requests for reimbursement are approved will consider:

- available budget,
- absence or age of the NFA data that will be collected,
- last year of reimbursement to the road agency for that NFA data set. No more frequently than once every three [3] years),
- rating team members' training and/or certification status

The rating team shall consist of a minimum of two (2) people: one (1) member/representative of the Act 51 road agency who meets the training and/or certification requirements and one (1) member who the Act 51 road agency chooses to represent it, RPO/MPO, Act 51 agency staff or others. Untrained or uncertified raters will not be reimbursed. Although the TAMC supports interest by others in the data collection process, observers will not be reimbursed by the TAMC for their time.

The TAMC encourages all rating team participants to follow their agency's safety procedures and practices.

PASER Training/Certification Requirements:

Training:

- Any rater who participates in the PASER data collection and influences the rating

activity MUST attend an on-site PASER training in the same year the data collection occurs.

- New raters (never attended PASER training before) and seasoned raters (who did not attend PASER training the year prior) MUST attend one (1) supplemental PASER webinar training session in addition to attending one (1) on-site session.
- Individuals who are PASER Certified Raters are exempted from on-site training as defined in PASER Certification Eligibility Requirements section of this policy.
- Any rater who participates in the data collection for unpaved roads shall attend IBR training within three years of the year IBR data collection is conducted.
- New IBR raters (never attended IBR training before) and seasoned raters (who did not attend IBR training within three calendar years of the IBR data collection) MUST attend one (1) IBR training session.
- RPO/MPO representatives are required to attend PASER and IBR training events every year regardless of their experience or certification status. RPO/MPO representatives are critical to the success of the PASER data collection effort, so it is important for them to continue to promote and support the program by attending on-site events.

Certification Eligibility Requirements:

To be considered a candidate to take the PASER certification exam the rater must meet the following criteria:

- All raters: Six (6) or more years (not including current year) of attendance of PASER on-site training as verified through the Center for Technology & Training (CTT) records.
- Raters who are licensed professional civil engineers: Three (3) or more years (not including current year) of attendance of PASER on-site training as verified through CTT records.
- Raters who actually rated a portion of their road network during TAMC collection for the same number of years trained (not including current year). This will be verified by a signed letter from the individual stating their rating experience.
- Raters who attended the annual TAMC PASER on-site training portion of the workshop as well as the examination administration portion of the workshop.

Certification Exam:

- The written certification exam will be administered at the on-site sessions of PASER training to eligible candidates.
- Raters must pass the written certification exam during the on-site training sessions. The passing score is 70% correct or will be adjusted using the normal distribution (bell curve) of the scores depending on the difficulty of the exam questions at the discretion of CTT staff.
- Raters who do not pass the certification exam will be able to attend another on-site PASER training session and retake the exam as many times in one year as space and CTT administration allows.
- The TAMC will hold exam results and exam questions as documents that are not open to the public without a freedom of information act request to prohibit development of files of exam questions that can be used to memorize facts rather than learning concepts.

There is no current certification exam for IBR (unpaved road) data collection.

Certification Responsibilities:

- Certified raters are required to attend on-site PASER training every other year; i.e. a two (2) year cycle to recertify by taking the certification exam.
- Certified raters are required to attend an organizational webinar for updates to business rules and changes to the data collection process as necessary. This webinar is required to keep certified raters informed of new guidance in the program and provides raters with an opportunity to interact with TAMC members.

MDOT Region Representative Responsibilities

NOTE: Each MDOT Region must designate a MDOT Region Representative to be a contact source for the TAMC.

- Ensuring that a trained and/or certified MDOT rater participates on the rating team for the annual FA data collection.
- Providing an MDOT vehicle for the annual FA data collection.
- Ensuring non-MDOT members of rating team are provided with State of Michigan travel and reimbursement rate schedules at the start of the rating season.

RPO/MPO Regional Coordinator Responsibilities

NOTE: Each RPO/MPO must designate a RPO/MPO Regional Coordinator to be a contact source for the TAMC.

- Establishing the data collection schedule and coordinating the dates for FA road rating with the respective rating teams.

NOTE: The TAMC outlines policies for the data collection cycle schedule as well as first and last days of annual data collection in the *Data Collection* section.

- Ensuring/verifying the rating team has the required number of trained and/or certified raters from the Act 51 road agency(ies) collecting the road surface condition data (see the *Rating Teams* and the PASER Training/Certification Requirements sections of this policy for more information).
- Ensuring daily data collection logs which MUST contain team members or observers' names and agency, mileage, rating dates and time are accurately completed for each day of reimbursable data collection.
- Verifying/checking the miles of road surface condition data collected.
- Performing quality control checks of the data collected.

NOTE: The RPO/MPO Regional Coordinator MUST review the collected data—looking for missing entries (zeros), valid surface type, missing surface type, valid number of lanes, missing lane information, and large increases/decreases in PASER scores for road segments that have had no treatments—before sending it to the Center for Shared Solutions (CSS).

- Ensuring that the completed PASER data export file is the correct file type and submitting the PASER data export file to the CSS (see the *Data Submission/Standards* section of this policy for more information).
- Submitting RPO/MPO invoices for reimbursement to the TAMC Asset Management Coordinator monthly or quarterly for all expenses related to training, data collection efforts, quality control, and data submission activities. Including copies of daily collection logs and any other backup information as attachments to the invoice.

Data Collection

- FA data collection must be completed in a two- (2) year cycle for the entire FA network.

- NFA data collection is encouraged with or without TAMC reimbursement.
- Each rating team must complete the following logs when being reimbursed for their work:
 - Daily data collection logs which MUST contain team members or observers' names and agency, mileage, rating dates and time are accurately completed for each day of reimbursable data collection.
 - Prepare a list that includes rater's names and agencies, as well as the certification that all raters were appropriately trained/certified.
- Data collection on paved roads must be consistent with the current [*TAMC PASER Training Manual*](#), the *Sealcoat Revised Rating Guide for Michigan*, and, when appropriate, the [*Asphalt, Concrete, and Sealcoat PASER Manuals*](#) (accessible at <http://michiganltp.org/paser-resources>).
- Data collection on unpaved roads and streets must be consistent with the current IBR training and the *IBR Field Guide*.
- The use of the Roadsoft Laptop Data Collector (LDC) is required.
- The first day for data collection shall be the first Monday in April of each year; the last day for data collection shall be the last Friday in November of each year.

Data Submission/Standards

- FA/NFA data collected is to be submitted to the CSS by the RPO/MPO Regional Coordinator, who will submit the data following quality assurance and quality control guidelines.
- The export file from Roadsoft MUST be in a shapefile format; exports containing text files are not accepted. See the current [*TAMC PASER Training Manual*](#) (accessible at <http://michiganltp.org/paser-resources>) for additional information.
- The deadline for the RPO/MPO Regional Coordinator to submit the data to the CSS is the first Friday of December.

Reimbursement

Note: Act 51 road agencies must receive prior authorization from the RPO/MPO for reimbursement for NFA data collection. Please refer to the earlier section on NFA Rating Teams: b. If TAMC reimbursement is being requested section.

The TAMC has given the responsibility of managing portions of the TAMC work program to the RPO/MPOs. The RPO/MPOs have TAMC work activities included in their annual work programs and have funds allocated from the TAMC for those activities. The RPO/MPO will have to allocate those funds among eligible work activities in order to best complete the priorities of the TAMC. Therefore the RPO/MPO may need to limit its authorizations for reimbursements in order to manage its work programs and will work with its members to coordinate activities.

- Rating team members who represent MDOT will be reimbursed by the TAMC via annual approved budget for PASER review.
- Rating team members who represent the RPO/MPO will be reimbursed via annual project authorization with the TAMC.
- Rating team members who represent Act 51 (county, city, or village) road agencies will be reimbursed, for FA data collection and, with prior authorization, for NFA data collection activities, and for expenses directly related to the data collection effort (i.e., time, travel, meals, vehicle) via annual RPO/MPO project authorization with the TAMC. The TAMC will not directly reimburse Act 51 road agencies. Act 51 road agencies shall submit invoices and supporting information to the RPO/MPO for costs associated with PASER data collection that has

been authorized by the RPO/MPO. The RPO/MPO will request payment from MDOT and subsequently reimburse the road agency following receipt of payment from MDOT.

- The RPO/MPO Regional Coordinator will submit invoices for reimbursement to the TAMC Asset Management Coordinator monthly or quarterly for all expenses related to training, data collection efforts, quality control, any Act 51 road agency's associated cost invoice(s) detailing expenses directly related to data collection (i.e., time, travel and/or meal reimbursements), and data submission activities. Time, travel and/or meal reimbursements will be processed according to State of Michigan travel and meal rates. Copies of daily collection logs and any other backup information will be included as attachments to the invoice.

If you have any questions relating to this policy, please contact:

TAMC Asset Management Coordinator
Michigan Department of Transportation
P.O. Box 30050, 425 W. Ottawa Street
Lansing, MI 48909
(517) 335.4580

www.michigan.gov/tamc

**First Draft of Acceptance Criteria for
Transportation Asset Management Council (TAMC) Asset Management Plans
Required by
Public Act (PA) 325 of 2018**

November 13, 2018

Submitted by Tim Colling, Michigan Tech University

Section 10 of PA 325 of 2018 outlines all of the overall components of an asset management plan that are required for Michigan's largest 122 local road owning agencies. It is necessary for the TAMC to develop acceptance criteria for each of these components which can be communicated to the local road agencies as guidance on how their plans will be judged. Acceptance criteria will assist in the review of plans by the TAMC staff, and will assist training and technical support efforts in this area by making TAMC's expectations known. The acceptance criteria provides opportunities for success for all agencies.

This document is an attempt to put forward a first draft of the acceptance criteria for use in discussions between the TAMC members. The final criteria should be made public, possibly in the form of a TAMC policy. Acceptance criteria may change in future years as the need for asset management plans evolve.

Per PA 325 of 2018

(10) No later than October 1, 2019, the transportation asset management council shall develop a template for an asset management plan for use by local road agencies responsible for 100 or more certified miles of road and require its submission to the transportation asset management council as provided in subsection (12). No later than October 1, 2019, the transportation asset management council shall establish a schedule for the submission of asset management plans by local road agencies described in subsection (11)(b) that ensures that 1/3 of those local road agencies submit an asset management plan each year. The template required by this subsection shall include, but is not limited to, all of the following:

Requirement 10A

(a) Asset inventory, including the location, material, size, and condition of the assets, in a format that allows for and encourages digital mapping. All standards and protocols for assets shall be consistent with government accounting standards. Standards and protocols for assets that are eligible for federal aid shall be consistent with federal requirements and regulations.

10A Guidance:

"Inventory" and "location": These requirements are currently met since the entire public road system is on the framework base map, and all public bridges are located in the MI Bridge system.

"Format that allows digital mapping": Local road agencies using Geographic Information Systems (GIS) must be able to translate location data in their GIS system to the current Michigan framework base map. Limited extent (less than ten) assets that are not kept in a GIS system should be located using the "on/from" system using framework base map road and intersection names.

"Material, size and condition": Currently the TAMC requires this data to be updated for 50% of the federal aid eligible roads, each year using the Pavement Surfaced Evaluation and Rating (PASER) and Inventory Based Rating (IBR) systems. Bridges are as required by federal inspection requirements. This data should also be collected for non-federal aid eligible roads, but there is no minimum requirement.

Requirement 10B

(b) Performance goals, including the desired condition and performance of the assets, which shall be set by the local road agency. Performance goals may vary among asset classes under the local road agency's jurisdiction. If a local road agency has jurisdiction over roads or bridges that are designated as part of the federal National Highway System, performance goals for that portion of the system shall be consistent with established federal performance targets.

10B Guidance:

“Performance goals”: It is suggested that these goals be set relative to a condition state that the public can understand. For example: We will maintain overall paved road conditions at or better than their 2017 condition of XX% Good and Fair roads. Goals are aspirational, but yet achievable and should be set as such.

“National Highway System (NHS) performance goals”: The Michigan Department of Transportation (MDOT) sets the overall performance goal for the NHS system in Michigan. Local road agency owners of the NHS system are not required to meet this state wide goal on the individual parts of the NHS that they own. However, it is expected that the local portion of the NHS will contribute to the overall quality of the NHS in meeting state goals. As such, the locally owned NHS system should be maintained in a condition that is as good or better than the rest of the federal aid eligible road system within in each local agency as illustrated by comparative PASER ratings.

Requirement 10C

(c) Risk of failure analysis, including the identification of the probability and criticality of a failure of the most critical assets and any contingency plans.

10C Guidance:

“Risk of failure”: At a minimum, a local road agency will identify the critical linkages in their system that, if not functioning, will cause disruptions to the road users. Critical linkages could include roads or bridges, regardless of condition, that serve either high traffic areas, or link desperate population or industrial centers. Critical linkages could also include assets in poor condition that are likely to cause disruptions or risks to road users.

Requirement 10D

(d) Anticipated revenues and expenses, including a description of all revenue sources and anticipated receipts for the period covered by the asset management plan and expected infrastructure repair and replacement expenditures, including planned improvements and capital reconstruction.

10D Guidance:

“Revenues and expenses”: This is not intended to be a detailed financial report, but rather a high level assessment of agency funding. Reporting expenses via the Act 51 Distribution and Reporting System (ADARS) system meets this requirement. As with MCL 247.668j (c) A financial performance **dashboard** that contains information on revenues, expenditures, and unfunded liabilities. Local road agencies may link to financial information provided by the TAMC.

“Infrastructure repair and replacement expenditures”: This requirement is met by complying with the TAMC existing investment reporting requirement.

Requirement 10E

(e) Performance outcomes, including a determination of how the local road agency’s investment strategy will achieve the desired levels of service and performance goals and the steps necessary to ensure asset conditions meet or achieve stated goals and a description and explanation of any gap between achievable condition and performance through the investment strategy and desired goals.

10E Guidance:

“Performance outcomes”: Performance outcomes are the anticipated condition of the asset as a whole from five to ten years in the future, using a quantitatively based prediction method. Prediction methods can include modeling by pavement management software, historical trends, or service cycle based methods such as the National Center for Pavement Preservation network quick check.

Requirement 10F

(f) A description of any plans of the asset owner to coordinate with other entities, including neighboring jurisdictions and utilities, to minimize duplication of effort regarding infrastructure preservation and maintenance.

10F Guidance:

“plans of the asset owner to coordinate with other entities”: At a minimum, this should include a narrative describing the process for publically announcing planned projects, and coordinating with buried infrastructure both public and private.

Requirement 10G

(g) Proof of acceptance, certification, or adoption by the local road agency's governing body.

10G Guidance:

"Proof of acceptance": At a minimum a board or council approved action to accept the asset management plan. This can be in the form of minutes or resolution.

Requirement 11B

11(b) Projects contained in the annual multiyear program of each local road agency responsible for 100 or more certified miles of road shall be consistent with the asset management process and asset management plan of that local road agency and shall be reported consistent with categories established by the transportation asset management council.

11B Guidance:

"Consistent with the asset management process and asset management plan": Projects that are planned for future years will meet the general intent of the strategy outlined by the plan. For example: a local road agency cannot detail a strategy to accomplish its goals using a mix of preventive maintenance and reconstruction, then propose only reconstruction projects for three years without some justification for this action.

Requirement 14

(14) Beginning October 1, 2025, if the transportation asset management council determines, and the department concurs, that a local road agency described in subsection (11)(b) has not demonstrated progress toward achieving the condition goals described in its asset management plan for its federal-aid eligible county primary road system or city major street system, as applicable, the transportation asset management council shall provide notice to the local road agency of the reasons that it has determined progress is not being made and recommendations on how to make progress toward the local road agency's condition goals. The local road agency shall become compliant within 6 months after receiving the notification required by this subsection.

14 Guidance:

"Demonstrated progress toward achieving the condition goals": Goals are aspirational, and local road agencies should be encouraged to set them high, but realistically achievable. Demonstrated progress means that the road agency is making a good faith effort to conform to the conditions of its asset management plan through management and planning of road projects, and has a likelihood of coming close to attaining them during the plan period.

"Become compliant": This means the local road agency will either re-assess its condition goals and strategy in their asset management plan, or develop a strategy of planned, fundable projects that will make progress towards its goals as written.

Transportation Asset Management Council - Analysis of Expenditures by Work Type Category FY2013-FY2018

Expenses by Work Program Category - Asset Management Program

Expenses by Currency

	Region: Training	Region: Equipment	Data Collection - Region Fed Aid	Data Collection - MDOT Fed Aid	Data Collection - Non Fed Aid	Region: Data Submission Tech Support	Region: Unforeseen	Central Data Agency**	MTU: Training**	MTU: Activities**	TAMC: Conf/Member Expenses	Spent	Appropriation	Balance
FY2013	\$ 64,123.80	\$ 2,706.14	\$ 248,259.10	N/A	N/A	\$ 207,666.97	\$ 65,300.38	\$ 260,000.00	\$ 139,656.00	\$ 94,939.00	N/A	\$ 1,082,651.39	\$ 1,626,400.00	N/A
FY2014	\$ 71,795.15	\$ 11,817.61	\$ 270,661.38	N/A	N/A	\$ 214,750.11	\$ 67,983.02	\$ 267,980.00	\$ 178,000.00	\$ 95,000.00	N/A	\$ 1,177,987.27	\$ 1,626,400.00	N/A
FY2015	\$ 90,606.53	\$ 5,996.02	\$ 256,496.42	\$ 62,177.00	\$ 11,655.95	\$ 224,517.65	\$ 94,603.87	\$ 263,500.00	\$ 171,696.00	\$ 99,345.00	\$ 20,733.00	\$ 1,301,327.44	\$ 1,626,400.00	\$ 325,072.56
FY2016	\$ 145,287.20	\$ 4,484.17	\$ 277,121.88	\$ 22,702.00	\$ 19,279.72	\$ 351,559.15	\$ 116,588.49	\$ 331,248.25	\$ 176,133.00	\$ 95,543.00	\$ 16,051.00	\$ 1,555,997.86	\$ 1,626,400.00	\$ 70,402.14
FY2017	\$ 114,936.65	\$ 7,611.35	\$ 342,504.20	\$ 85,337.50	\$ 65,150.98	\$ 238,068.74	\$ 80,494.91	\$ 317,616.00	\$ 208,658.90	\$ 60,253.50	\$ 23,517.44	\$ 1,544,150.17	\$ 1,626,400.00	\$ 82,249.83
FY2018*	\$ 135,752.03	\$ 5,049.05	\$ 181,094.07	\$ 52,914.97	\$ 144,992.63	\$ 250,183.12	\$ 91,501.52	\$ 374,860.00	\$ 140,622.07	\$ 114,089.32	\$ 22,010.08	\$ 1,513,068.86	\$ 1,876,400.00	\$ 363,331.14

Expenses by Percentage

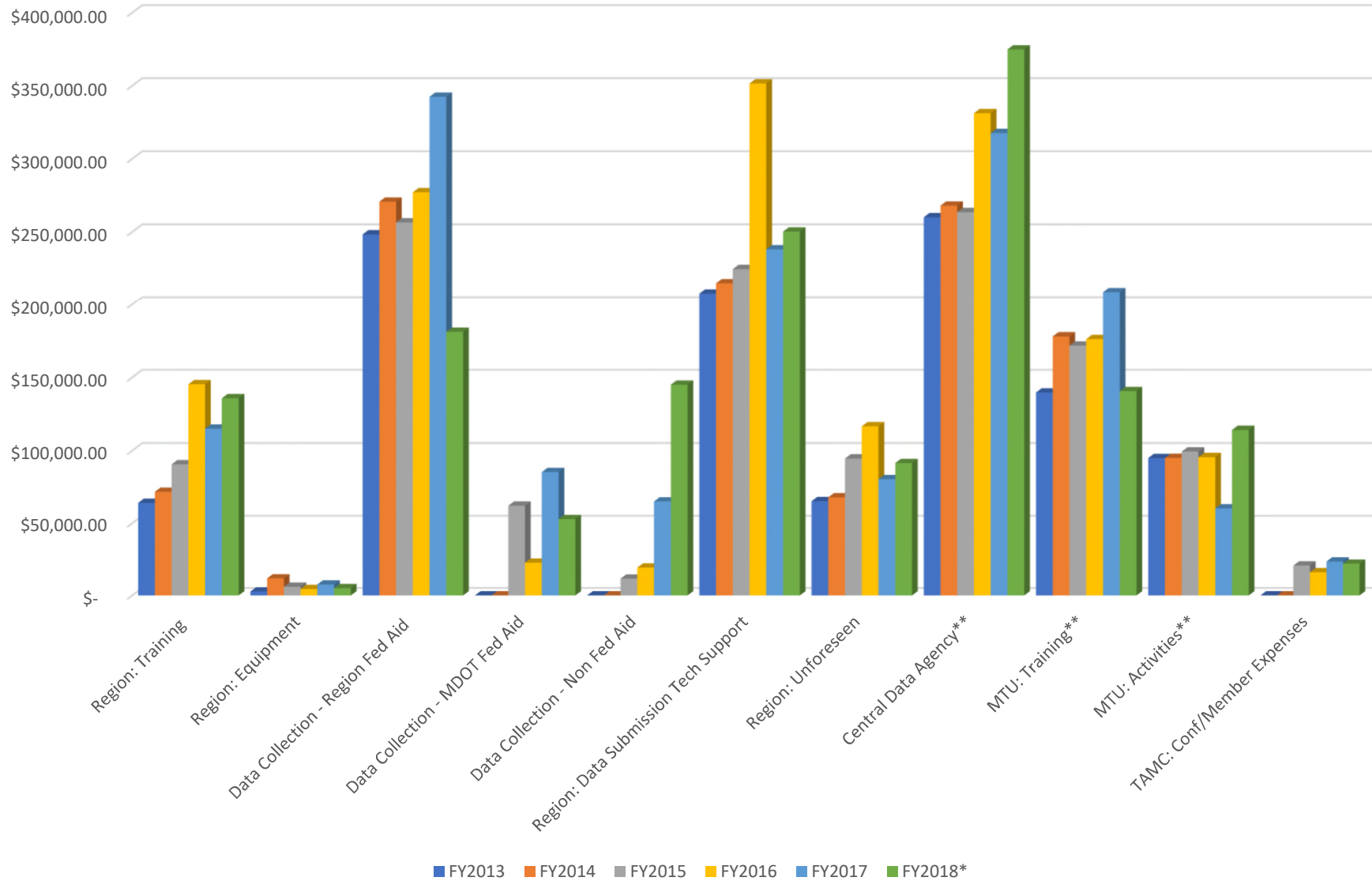
	Region: Training	Region: Equipment	Data Collection - Region Fed Aid	Data Collection - MDOT Fed Aid	Data Collection - Non Fed Aid	Region: Data Submission Tech Support	Region: Unforeseen	Central Data Agency**	MTU: Training**	MTU: Activities**	TAMC: Conf/Member Expenses	Balance	Spent
Average	7.46%	0.47%	19.60%	3.82%	3.98%	18.20%	6.30%	22.27%	12.56%	7.01%	1.40%	12.18%	87.82%
FY2013	5.92%	0.25%	22.93%	N/A	N/A	19.18%	6.03%	24.02%	12.90%	8.77%	N/A	N/A	N/A
FY2014	6.09%	1.00%	22.98%	N/A	N/A	18.23%	5.77%	22.75%	15.11%	8.06%	N/A	N/A	N/A
FY2015	6.96%	0.46%	19.71%	4.78%	0.90%	17.25%	7.27%	20.25%	13.19%	7.63%	1.59%	19.99%	80.01%
FY2016	9.34%	0.29%	17.81%	1.46%	1.24%	22.59%	7.49%	21.29%	11.32%	6.14%	1.03%	4.33%	95.67%
FY2017	7.44%	0.49%	22.18%	5.53%	4.22%	15.42%	5.21%	20.57%	13.51%	3.90%	1.52%	5.06%	94.94%
FY2018*	8.97%	0.33%	11.97%	3.50%	9.58%	16.53%	6.05%	24.77%	9.29%	7.54%	1.45%	19.36%	80.64%

*FY2018 - based upon all invoices as of November 29, 2018 (13 of 21 Region Contracts Closed Out)

**Central Data Agency and MTU Categories used Budget Amounts for FY2013 and FY2014

Note: No expense data available for MDOT Fed Aid Data Collection Costs and TAMC Conference/Member Expenses for FY2013 and FY2014

Transportation Asset Management Council Program: Expenses by Work Item Category 2013-2018 (Not Including Grants or Special Appropriations)



Transportation Asset Management Council Program
Average Percentage of Program Expenditures by Work Type Category
Based Upon Expenses FY2013-FY2018

